

HMGP Application Checklist:

Please include with your HMGP Project application, as applicable:

- **Primary residence documentation/certification** from each individual homeowner.
- **Model Deed Restriction***
- **Voluntary Participation Form** from each individual homeowner.*
- **Match Commitment Letter** from each individual homeowner.
- **Acknowledgement of Conditions** for Mitigation of Property in an SFHA with FEMA Grant Funds.*
- **Statement of Assurances***
- **Contract Estimate with attached Sub-Grantee statement attesting to proper procurement procedures followed in solicitation of bids.**
- **Building Floor Plans** for each structure to be mitigated.
- **Substantial Damage Determination** as defined by sub-grantee (ie: Town building inspector)
- **Substantial Improvement** as defined by sub-grantee (ie: Town building inspector)
- **Elevation Certificate** for each structure to be mitigated.
- **Tax Card** for each structure to be mitigated
- **FIRMette** for each structure to be mitigated
- **Total Project Cost** and breakdown by structure (if applicable)
- **Area/Location Map**

****These Forms can be found on DEMHS WEB-SITE under HMGP***